

Minutes of the Timbers Water & Sanitation District Board Meeting
Zoom Remote Meeting
January 8, 2024

Members Present: The following Directors were present and acting:

- Ms. Jodi Lightfoot, Vice President
- Mr. Larry Ioffredo
- Mr. Gary Osteen
- Mrs. Erica Fisher
- Mr. Mike Lomas, Chairman and President

Managers:

- Kasey O'Halloran

Call to Order: The Regular Meeting of the Board of Directors of Timbers Water & Sanitation District was called to order by President Lomas on January 8, 2024, at 6:01 pm, noting a quorum was present.

Consent Agenda: The Board reviewed the regular and special meeting minutes, financial statements, and the AR report from December 2023. Upon motion duly made by Mrs. Fisher and seconded by Ms. Lightfoot it was

RESOLVED to approve the consent agenda.

Invoices: Invoices for December 2023 were reviewed and approved for payment. Upon motion duly made by Mr. Ioffredo and seconded by Mrs. Fisher, it was

RESOLVED to approve payment of the open invoices.

Transfer of funds from TWSD to TWSWA Enterprise:

\$5000 granted

Manager's Updates: Per John's email - Just a quick update. I shoveled out and sprayed down all four axmax units last week. We should be good until spring. Our e coli results for January were elevated so it was good that I did the maintenance. Still waiting on December ACZ results.

New Business

Resolution 24-01 – Ms. Lightfoot made a motion to accept Resolution 24-01, Mrs. Fisher seconded the motion and it passed unanimously.

Officer Election – Officers were discussed amongst the Board. Mrs. Fisher made a motion to establish Mr. Lomas as President, Ms. Lightfoot as Vice President, Mr. Ioffredo as Treasurer and to defer the secretary role to District Manager Kasey O'Halloran. Mr. Osteen seconded the motion and it passed unanimously.

Bid approval – Sycon or Brown's Hill – The Board discussed the differences in the pricing of the service for the Water Treatment Plant. While Sycon's bid came in a few thousand dollars lower than Brown's Hill's bid, it was decided to accept Brown's Hill's bid due to the longevity with the company. Mrs. O'Halloran was asked to inquire if there was any chance for a decrease in the cost before accepting the bid.

Audit Engagement – The Board agreed to hire Caterson and Company to complete the District Audit again this year. Mr. Osteen made a motion to accept the Audit Engagement letter and Mr. Ioffredo seconded the motion. It passed unanimously.

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Fire Mitigation Grant Applications – Ms. Lightfoot asked if Mrs. O’Halloran would look into Wildfire Mitigation Grant applications. Mrs. Fisher offer to assist Mrs. O’Halloran as she used to be a grant writer.

Old Business: *Lot 1 Easement* – Mr. Ioffredo stated that he and Mr. Richardson reviewed the easement document last week. Mr. Ioffredo. Ms. Lightfoot spoke with Ms. Sherman don’t believe that the easement may be correct. Ms. Lightfoot will continue her review to make sure this easement fully encompasses the vacation of the Dam. Mr. Richardson joined the meeting and asked the question if the District has any plans for an additional tank in the near future. Ms. Lightfoot explained that the Board does not have any plans in the near future but when a second tank is constructed it will be in a region that will not block his building envelope. When the Dam easement is sent to Mr. Richardson he will review and discuss further with the Board.

Water Meters – Tabled until the Spring

Contracts for Contractors – Mr. Lomas asked Mr. Fitzgerald for his difference in his billing hours and he stated the difference was operations vs. maintenance. The Board discussed the pros and cons of limiting his contract to hours or specific duties.

Reserve Investments – Mr. Ioffredo is still working on this topic. He will report back next month.

Legal Team – Mr. Lomas has reached out to a new potential Lawyer in Steamboat. He would like to invite her to the February meeting for further discussion.

EDU review – The Board agreed that they need legal opinions before changes can be made. This will be handled after a Legal Team is secured.

Timber’s Spring #1- Timbers Village HOA is eager to capture that water right however it was costing too much in legal fees. The HOA has asked if the Water District would like to purchase it from the HOA. The Board discussed that the water could not be used for municipal purposes. Mr. Lomas will continue to follow it but no one on the Board deems it necessary for the Board’s purposes.

With business concluded and upon motion duly and unanimously approved, it was **RESOLVED** to adjourn the regular meeting the Timbers Water & Sanitation District Board of Directors at 7:30 pm, this 8th day of January 2024.

Respectfully submitted, Kasey O’Halloran
District Manager, Timbers Water and Sanitation District